



# PUBLIC NOTICE

**Federal Communications Commission**  
**445 12th St., S.W.**  
**Washington, D.C. 20554**

News Media Information 202 / 418-0500  
Fax-On-Demand 202 / 418-2830  
TTY 202 / 418-2555  
Internet: <http://www.fcc.gov>  
<ftp.fcc.gov>

---

**DA 13-2072**  
**Released: October 25, 2013**

## **FCC CONTINUES EEO AUDITS**

On October 23, 2013, the Federal Communications Commission mailed the third set of its Equal Employment Opportunity (EEO) audit letters for 2013. This mailing was sent to randomly selected multi-channel video programming distributors (MVPDs). In accordance with the provisions of Sections 73.2080(f)(4) and 76.77(d) of the Commission's Rules, 47 C.F.R. §§ 73.2080(f)(4), 76.77(d), the FCC annually audits the EEO programs of randomly selected broadcast licensees and MVPDs. Each year, approximately five percent of all broadcast stations and MVPDs are selected for these random EEO audits. By Public Notice DA 13-301, released February 28, 2013, and Public Notice DA 13-1443, released June 28, 2013, the Media Bureau announced its mailing of similar audit letters to the broadcast stations listed in the attachments to those Public Notices.

A list of the MVPD units to which these October 3, 2013 audit letters were sent is attached, along with a copy of the audit letter.

Media Bureau Contact: EEO Staff at 202-418-1450.

**- FCC -**

## ATTACHMENT

<b>Employment Unit ID</b>	<b>MSO/OPR Name</b>	<b>County</b>	<b>State</b>
599970	Ace Telephone Association	Houston	MN
291	Advance Newhouse Partnership LLC	Kern	CA
11808	Atlantic Broadband	Queen Anne	MD
7419	Atlantic Telephone Membership Corp.	Brunswick	NC
10857	Cable One, Inc.	Twin Falls	ID
12310	Charter Communications	Fairfield	CT
12365	Charter Communications	Olmsted	MN
12378	Charter Communications	Butte	CA
12465	Charter Communications	Los Angeles	CA
12481	Charter Communications	Gwinnett	GA
12517	Charter Communications	Genesee	MI
12575	Charter Communications	Pettis	MO
12629	Charter Communications	Greenville	SC
12643	Charter Communications	Putnam	TN
12671	Charter Communications	Clark	WA
243	Comcast Cable Communications, LLC	Hinds	MS
1550	Comcast Cable Communications, LLC	Lancaster	PA
7314	Comcast Cable Communications, LLC	Wayne	MI
9778	Comcast Cable Communications, LLC	Hartford	CT
11545	Comcast Cable Communications, LLC	Cook	IL
11550	Comcast Cable Communications, LLC	New Castle	DE
11579	Comcast Cable Communications, LLC	Hartford	CT
11609	Comcast Cable Communications, LLC	Miami Dade	FL
11630	Comcast Cable Communications, LLC	Kent	DE
11954	Comcast Cable Communications, LLC	Washtenow	MI
407	Cox Communications, Inc.	Santa Barbara	CA
6445	Cox Communications, Inc.	Kent	RI
122231	EPB Fiber Optics	Hamilton	TN
382010	Fibernet Monticello	Wright	MN
716312	Knology, Inc.	Richmond	GA
11379	Mediacom Communications Corporation	Marshall	KY
11399	Mediacom Communications Corporation	Greene	MO
11492	Mediacom Communications Corporation	Dougherty	GA
12135	Mid Coast Cablevision, LP	Wharton	TX
5604	Northland Communications Corporation	Bonner	ID
12763	Pencor Services, Inc.	Wyoming	PA
11984	Suddenlink Communications	Pope	AR
12061	Suddenlink Communications	Midland	TX
12200	Suddenlink Communications	Evangeline	LA
12215	Suddenlink Communications	Smith	TX
12286	Telecommunications Management, LLC	Dunklin	MO
589	Time Warner	Monroe	NY
1811	Time Warner	Outagamie	WI
4270	Time Warner	Erie	PA
7532	Time Warner	Mecklenburg	NC
12093	Wideopenwest Networks, LLC	Cook	IL
12265	Windjammer Communications LLC	Anderson	TX
10692	Wire Tele-View Corporation	Schuylkill	PA
12220	Zito Media, L.P.	Potter	PA

## ATTACHMENT

October 23, 2013

Dear Manager:

1. In accordance with the provisions of 47 C.F.R. § 76.77(d) of the Commission's Equal Employment Opportunity ("EEO") rules, your employment unit has been randomly selected for an audit of its EEO program. (A copy of 47 C.F.R. § 76.77 and the other rules referred to in this letter are enclosed for your reference.)
2. If the unit is not required under our rules to have an EEO recruitment program due to the size of its full-time workforce (having fewer than six full-time employees, defined as employees regularly assigned to work 30 hours a week or more), you still must respond to this audit letter. In your response, however, you must provide only a list of the unit's full-time employees, identified only by job title (no names should be provided) and the number of hours each is regularly assigned to work per week, **and a response to question 3(e) below.**
3. **Audit Data Requested.** If the unit employs six or more full-time employees (as defined above), provide the following information in your response to this letter, including an explanation regarding any requested information that you are unable to provide:
  - (a) The employment unit's most recent EEO program information, described in 47 C.F.R. § 76.1702(b), which should have been placed in the unit's public file by October 1, 2013. If the unit has a website, provide its web address. If the unit's most recent (2012) EEO public file report is not included on or linked to by the website, in violation of 47 C.F.R. § 76.1702(b), provide an explanation of why the report is not so posted or linked to. If the unit does not have its own website, but its corporate site contains a link to a site pertaining to the unit, then the unit's most recent EEO public file report must be linked to either the unit's site or the general corporate site, pursuant to 47 C.F.R. § 76.1702(b).
  - (b) For each full-time position filled during the period covered by the above EEO program information, or since your acquisition of the unit, if after that period, dated copies of all advertisements, bulletins, letters, faxes, e-mails, or other communications announcing the position, as described in 47 C.F.R. § 76.75(c)(3). Include copies of all job announcements sent to any organization (identified separately from other sources) that has notified the unit that it wants to be notified of unit job openings, as described in 47 C.F.R. § 76.75(b)(1)(ii). Also include the date that each position was filled and the recruitment source that referred the hiree, as described in 47 C.F.R. § 76.75(c)(6).
  - (c) In accordance with 47 C.F.R. § 76.75(c)(5), the total number of interviewees for each vacancy and the referral source for each interviewee for all full-time unit vacancies filled during the period covered by the above-noted EEO program information.
  - (d) Documentation demonstrating performance of unit recruitment initiatives described in 47 C.F.R. § 76.75(b)(2) during the time period covered by the above-noted EEO program information, such as participation at job fairs, engaging in mentoring programs, and providing training for staff.

Specify the unit personnel involved in each such recruitment initiative. Also, provide the total number of full-time employees of the unit and state whether the population of the market in which the unit is located is 250,000 or more. Based upon these two factors, determine and state whether the unit is required to perform one or two initiatives within a 12-month period, pursuant to 47 C.F.R. § 76.75(b)(2).

(e) Disclose any pending or resolved complaints involving the unit filed during the past five years before any body having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the unit on the basis of race, color, religion, national origin, age, or sex. For each such complaint, provide: (1) a brief description of the allegations and issues involved; (2) the name(s) of the complainant and other persons involved; (3) the date of the complaint's filing; (4) the court or agency before which it is pending or was resolved; (5) the file or case number; and (6) the disposition and date thereof or current status. Note that all complaints must be reported, regardless of their status or disposition.

(f) In accordance with 47 C.F.R. § 76.75(f), describe the unit's efforts to analyze its recruitment program to ensure that it is effective in achieving broad outreach and how the unit has addressed any problems found as a result of such analysis.

(g) In accordance with 47 C.F.R. § 76.75(g), describe the unit's efforts to analyze its EEO policies and employment practices to examine seniority, promotions, pay, benefits, selection techniques, and tests to ensure that they provide equal opportunity and do not have a discriminatory effect, and if the unit has one or more union agreements, describe how the unit cooperates with each union to ensure EEO policies are followed for the unit's union-member employees and job applicants. Address any problems found as a result of this 47 C.F.R. § 76.75(g) analysis and how the unit has resolved them.

4. **Procedures.** Direct your response to EEO Staff, Policy Division, Media Bureau, Federal Communications Commission, 445 12<sup>th</sup> Street, S.W., Washington, DC 20554. The response must be received by the Commission by December 9, 2013. The accuracy and completeness of the response must be certified to by an authorized officer, partner or other principal of the owner of the unit. The response may be in the form of a CD or other electronic medium, as long as the certification provided refers to the material submitted and is on paper with an original signature. To knowingly and willfully make any false statement or conceal any material fact in response to this audit is punishable by fine or imprisonment (*see* 18 U.S.C. § 1001; *see also* 47 C.F.R. § 1.17), and/or forfeiture (47 U.S.C. § 503). Absent an extension of time, failure to respond to this audit letter by the above deadline is also punishable by sanctions in accordance with 47 C.F.R. § 76.77(f) and may result in a certification that the unit is not in compliance for 2013 with the Commission's EEO rules. Extensions of time must be requested in writing (or e-mail sent to [lewis.pulley@fcc.gov](mailto:lewis.pulley@fcc.gov)) and will be granted only upon a showing of extraordinary circumstances.

5. In accordance with 47 C.F.R. § 76.79, a copy of this letter and your response will be placed in the Commission's public file for the unit. Consequently, your response should not include personal data about individuals, such as social security numbers, home addresses, or other personally identifiable information. We do not require that units retain such information in their records, or that such information be provided in response to this audit letter. Should you have any questions, please contact the EEO Staff at (202) 418-1450. Thank you for your cooperation.

Sincerely,

Lewis C. Pulley  
Assistant Chief, Policy Division  
Media Bureau